

London Borough of Enfield Cemetery Regulations



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THE LONDON BOROUGH OF ENFIELD

CEMETERY REGULATIONS

1. Opening Times

	Weekday	Sundays
December and January	9am to 4pm	10am to 4pm
November and February	9am to 4.30pm	10am to 4.30pm
March, April, September and October	9am to 5.30pm	10am to 5.30pm
May, June, July and August	9am to 7pm	10am to 7.30pm

Christmas Day and Public Holidays open as for Sundays.

2. Interment Times

Interments may only take place between the hours of 9.30am to 3.30pm Mondays to Fridays not between 1pm and 2pm

	November-February	March	April-October
Chapel	9.30am – 2.30pm	9.30am – 3pm	9.30am – 3.15pm
STG	9.30am – 2.45pm	9.30am – 3.15pm	9.30am – 3.30pm
Friday	9.30am – 2.30pm	9.30am – 2.30pm	9.30am – 2.30pm

No interments permitted on Saturdays, Sundays or Public Holidays.

3. Notice of interment shall be given on the form provided by the Council and delivered to the Cemetery Registrar before 10am two clear working days prior to the proposed interment. If the interment is in a brick grave, the notice must be delivered at least four clear working days prior to the interment.
The Cemetery Registrar or other responsible officer shall be entitled to determine the time of any funeral should the hour requested be inconvenient to the Cemetery Authorities.
4. Interments (other than those of the registered owner) in any gravespace in which the Exclusive Right of Burial has been purchased, shall not be permitted until consent in writing signed by the registered owner, together with the Deed of Grant has been received. Such consent shall be delivered with the notice of interment.
5. In the event of the Deed of Grant being unobtainable or where the consent of the owner cannot conveniently be obtained, the grave will be opened on the application of any person who the Council shall consider to be so entitled or such a person giving an indemnity to the Council, a form of which may be obtained at the Cemetery Office.
6. After interment of the owner of a grave, the Personal Representative must produce Probate of the Will of the Deceased, or Letters of Administration to the Estate, or such other evidence as the Council may require, so that the change of ownership may be registered.

7. Purchasers or owners of an Exclusive Right of Burial shall not under any circumstances dispose of the Rights without the consent of the Council. Every such transfer shall be prepared by the Council at the expense of the applicant.
8. Graves may be purchased only by residents of the Borough.
9. A grave for the interment of one person only may be purchased at the ordinary fees by a non-resident of a person normally resident.
10. Treble fees will be charged in respect of the burials of persons other than those normally resident.
11. Cemetery Office hours will be 9am to 5pm from Monday to Friday.
12. All fees must be paid in advance and cheques and money orders must be crossed and made payable to the London Borough of Enfield.
13. Funeral Directors responsible for an interment must provide a sufficient number of bearers.
14. Not more than one body shall be allowed in one coffin except for those of a mother and child, for which one fee will be payable, at the discretion of the Cemetery registrar.
15. The Registrars or Coroners disposal certificate must be deposited at the appropriate Cemetery Office before any interment can take place.
16. The Council reserves the right of passage over all graves for all purposes in connection with the cemeteries and the right to cover or remove temporarily any memorial in connection with burials in the cemeteries.
17. No glass containers may be used on any graves, as these constitute a danger to staff and public. Any such containers or unsightly objects found in the cemeteries may be removed.
18. No flowers, plants, shrubs, trees, wreaths, flower containers, water cans or any other thing connected with the cemeteries or the gravespace therein, shall be removed from the cemeteries without the consent of the officer in charge.
19. Wreaths and other floral tributes will be removed from the graves at the expiration of seven days from the day of the burial or at the discretion of the Cemetery Authority.
20. Flowers may be planted on the graves where space is available, but trees and shrubs may not be planted without the written approval of the officer in charge.

21. No cycles are allowed in the cemeteries and no carriage (other than an invalid carriage) or other vehicle (unless in attendance at the funeral) will be admitted without permission.
22. A speed limit of 8mph (13kph) is imposed within the cemeteries.
23. Employees of the Council are not allowed to solicit or undertake private work in the cemeteries for reward or otherwise, nor will the unauthorised planting of graves by members of staff be permitted.
24. It is the responsibility of the owners of private graves to maintain them in good order and keep them free from weeds.
25. No extra-ordinary funeral processions or funerals attended by bands etc. are permitted to enter the cemeteries without special permission of the Council.
26. Children under 15 years of age, unless in the charge of an adult will not be admitted to the cemeteries.
27. Dogs are not permitted in the cemeteries.
28. Smoking is prohibited in the cemeteries near any place where a funeral or religious service is being performed.
29. All persons shall conduct themselves in a quiet and orderly manner and shall not commit any nuisance. The officer in charge has the right to evict any person for misconduct or using improper language.
30. No Council employee is allowed to accept any gratuities.
31. The depth to which a new grave may be dug will be determined by the Council and will be according to the conditions appertaining to individual cemeteries.
32. The removal of memorials from the grave for the purpose of a re-opening or any other reason shall be the responsibility of the funeral director concerned or the owner of the Exclusive Right of Burial.
33. The charge for interments in a public grave does not include and Right or privilege other than one Right of Burial in a grave to be selected by the Council.
34. The interment of human remains is not permitted unless enclosed in a wooden coffin or other rigid container. In gardens of remembrance only the interment of ashes is permitted and not their containers.
35. Mounds are not permitted in any of the Council's cemeteries.
36. Soliciting for orders by memorial masons in the cemeteries is strictly prohibited.

REGULATIONS CONCERNING MEMORIAL MASONS AND OTHERS ERECTING MEMORIALS IN THE CEMETERIES

1. All memorials are subject to the approval of the Council. All applications for erecting memorials must be submitted to the cemetery office together with a drawing of the memorial showing the form and dimensions of any stone, monument or other form of memorial, together with any inscription and authority from the owner. (Forms for this purpose are provided by the Council). The Grant of Exclusive Right of Burial should accompany the application.
2. After approval a permit will be issued and no work will be allowed to be carried out in the cemeteries until such a permit is obtained and produced to the officer in charge.
3. The number and section or row of the graves corresponding with the register of graves must be placed upon each memorial. Where a kerb exists, this should be placed on the right hand side of the front face. In the case of a headstone only, the number and section or row should be placed on the back of the stone and approximately 15mm (6in) from the top in the centre and should consist of 19mm to 25mm ($\frac{3}{4}$ in to 1in) letters and numerals.
4. No trade names permitted on memorials.
5. The Council reserves the right to remove any memorials, which in their opinion has become unsafe or dilapidated and is not kept in proper repair. In the gardens of remembrance no memorials or plaques will be allowed to be erected.
6. Memorials etc. should be completed work before erecting and the site should be cleared of any superfluous materials after the completion of any work.
7. Memorials must be fixed upon best squared York stone or reinforced concrete landing or on bearers or frame landing, if appropriate, all of which must be approved by the Council and must be the same dimensions as the memorial.
8. All memorials must comply with the size of the grave purchased.
9. The thickness of the landings must be as follows:-
 - Graves 1982 x 864mm (6ft 6in x 2ft 10in) 102mm (4in thick)
 - Graves 1982 x 762mm (6ft 6in x 2ft 6in) 102mm (4in thick)
 - Graves 2743 x 1219mm (9ft x 4ft) 152mm (6in thick)
10. Memorials of an exceptional weight must be laid on a foundation to be approved by the Council.
11. Kerbs must not be less than 152mm x 76mm (6in x 3in) or more than 229mm x 152mm (9in x 6in) according to the size of the gravespace, and the headstone must not be less than 76mm (3in) in thickness.

12. All kerbs must be doveled and headstones must be joggled or doveled to the landing stone and the component parts of the memorial must be securely fixed to the satisfaction of the Council.
13. Memorials may only be erected if the Exclusive Right of Burial has been purchased.
14. In the event of it being necessary to remove the memorials, the Council reserves the right to place them on adjacent graves.
15. Headstones on Common graves to be provided by the Council and an inscription permitted, as in regulations for 'Lawn Sections'.
16. Memorials must be of natural stone.

REGULATIONS REGARDING LAWN SECTIONS

1. Memorials shall be limited to headstones, crosses and ornamental figures measuring not less than 838mm (2ft 9in) nor more than 914mm (3ft) from ground level and the headstone including vases etc., not less than 610mm (2ft) nor more than 762mm (2ft 6in) in width and the headstone no more than 152mm (6in) or less than 76mm(3in) thick.
2. Vases and other appurtenances must not exceed 457mm (18in) in height from ground level.
3. When a base with a vase or other appurtenance is provided, it must not exceed 381mm (1ft 3in) from back to front.
4. All designs must be approved by the Cemetery Registrar.
5. Memorials must be fixed with at least two copper dowels or joggled into the foundations, which is supplied by the Council.
6. A space of 457mm (1ft 6in) is allowed from the back of the foundation which may be cultivated. If this is not cultivated the area will be turfed over in order to facilitate maintenance.
7. One vase may be placed in the area reserved for planting but it must be sunk into the ground so that the rim is just above ground level. Glass or other breakable containers are not permitted.
8. The whole of the ground will be maintained at ground level and no mounds will be permitted.
9. In order to preserve the orderly development, grave spaces may only be purchased when required for a burial and allotted in continuity.
10. The number and section or row should be placed on the back of the memorial in the centre and 152mm (6in) from the top. No trade names shall be engraved on memorials.

COMMON GRAVES ON LAWN SECTIONS

11. On common graves, the Council provides a standard type of headstone, on which may be inscribed the name and age and date of death, occupying two lines on the headstone, the cost of which is borne by the applicant.
12. On headstones 457mm (18in) wide the inscriptions should be of 19mm ($\frac{3}{4}$ in) lettering and a margin of 38mm ($1\frac{1}{2}$ in) should be left from the edge of the memorial. On headstones 610mm (24in) wide the inscription should be of lettering 25mm (1in) high and a margin of 76mm (3in) should be left from the edges of the memorial.
13. Flower vases not exceeding 178mm (7in) in diameter be limited to one per family and must be sunk so that the top of the vase is just above ground level.
14. The Cemetery Registrar will be pleased to give any further particulars if required.

REGULATIONS FOR GARDENS OF REMEMBRANCE

1. The disposal of remains by interment of ashes or the scattering of ashes may only take place between the hours of 9.30am and 3.30pm Mondays-Fridays, excluding public holidays.
2. Notice of disposal shall be given on the form provided by the Council and delivered to the Cemetery Registrar before 10am two clear working days prior to the proposed disposal; the Cemetery Registrar or other responsible officer shall be entitled to determine the time of the disposal, should the hour requested be inconvenient to the Cemetery Authority.
3. Except where the Exclusive Rights of Burial have been granted by the Council the disposal of ashes shall take place only in the areas designated by the Council for that purpose.
4. Flowers, plants, shrubs, trees, wreaths, flower containers or memorials of any kind may not be planted or placed on the lawn area of the Garden of Remembrance. Wreaths and other floral tributes may be placed on an area designated for this purpose in the Garden of Remembrance and such tributes will be removed at the expiration of 7 days or at the discretion of the Cemetery Officer.
5. The Council reserves the right of passage over the Garden of Remembrance for any purpose in connection with the cemetery.
6. The interment or scattering of ashes in the Garden of Remembrance confers no rights in the land and the Council at its discretion may at any time discontinue the use of the land for cemetery purposes.
7. The Book of Remembrance will be open in the cemetery chapel from half an hour after the opening of the cemeteries to half an hour of their closing and once an entry has been made in the Book it will be permanent and will be on display in the chapel on each anniversary for as long as the Book is in existence.

REGULATIONS FOR GARDENS OF REST.

1. A formal Grant of Right of Burial will be issued for each individual plot valid for a period of 50 years.
2. No more than four containers of cremated remains may be interred in each plot, to be positioned centrally within the plot.
3. Monuments erected on a plot shall be in the form of a flat stone only, to be placed on a concrete frame 2' x 2' (61cm x 61cm) set at ground level. The monument must be of natural appearance, the dimensions not to exceed 18" x 18" (45cm x 45cm) and the thickness to be not less than 2" (5.5cm). If desired a flower container may be incorporated set flat onto the stone. No planting, vase or other objects are allowed on or around the plot.
4. All memorials must be first approved by the Council and shall not be placed before approval is given.
5. No person shall interfere with any of the turfed areas or with any of the pathways or other areas or with any trees or shrubs planted by the Council.
6. The maintenance of the Garden of Rest will be carried out only by the Council, except for the cleaning and repair of existing memorials.
7. Wreaths, crosses and other floral designs may be placed on a plot only from the day of an interment and must be removed not later than the expiration of seven days from the date of an interment.
8. The allocation of plots will normally be made by the Council, except that a special fee may be charged for the selection of a particular plot.
9. Subject to the regulations set out above, the regulations made by the Council for the management of the remainder of the burial grounds, shall so far as applicable, apply equally to the cremated remains section.

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